

U.S. ARMY MEDICAL DEPARTMENT CENTER AND SCHOOL

ACADEMY OF HEALTH SCIENCES

DEPARTMENT OF HEALTHCARE OPERATIONS

**STUDENT EVALUATION PLAN**

**6-8-C22**

**AMEDD OFFICER ADVANCED COURSE (OAC)**

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Student Evaluation Plan  
6-8-C22, AMEDD Officer Advanced Course (OAC)

I. PREFACE. This evaluation plan establishes standardized policies and procedures applicable to the assessment of students attending Phase 2 of the AMEDD Officer Advanced Course (OAC).

II. COURSE DESCRIPTION.

A. The 6-8-C22, AMEDD OAC is designed to meet the manpower requirements of the Army Medical Department and to prepare the graduate to perform skills crucial to future military assignments. The course provides advanced military education level training for Active and Reserve Component AMEDD officers of all corps. Attendees also include international military students (IMS), who are not held to U.S. Army physical fitness standards, but must achieve the academic standards prescribed herein.

B. Phase 1 consists of 17 subcourses through correspondence course study presented in CD ROM format. Phase 2 is nine weeks (45 academic days) of resident training at the U.S. Army Medical Department Center and School (AMEDDC&S), Fort Sam Houston, Texas.

C. PREREQUISITES.

1. Phase 1. Active Component commissioned officers (1LT (P) or above), Reserve Component commissioned officers (1LT or above), and warrant officers (CW2 or above) in any AMEDD branch. Active Component (other than Medical Corps or Dental Corps personnel) must have 4 years with preferably no more than 7 years of commissioned or warrant service prior to attending Phase 2; waiver of rank or minimum service requirement must accompany application. Must have credit for the AMEDD Officer Basic Course or the equivalent branch qualifying course. Credit for the AMEDD Officer Advanced Course or equivalent precludes enrollment.

2. Phase 2. Successful completion of Phase 1. Copy of the letter of eligibility for Phase 2 and DA Form 3838 must be submitted to PERSCOM for scheduling of Phase 2; copy must be furnished by student upon arrival at the AHS. Must meet height and weight standards IAW AR 600-9 and be able to pass the APFT required during Phase 2 to graduate. Soldiers who will exceed 20 weeks of pregnancy prior to course end are precluded from attending; a physician's statement verifying that there are currently no medically related complications must be provided to AHS prior to arrival (FAX to DSN: 471-6456, COMM: (210) 221-6456). Officers with temporary profiles (other than pregnancy) that prohibit them from taking the APFT will not be allowed to enroll in Phase 2; IAW AR 40-501, the APFT requirement for pregnant soldiers is waived. Officers with permanent profiles will comply with the requirements in

AR 40-501; copy of the profile must be presented during in-processing. Those with valid permanent profiles must be able to pass the required APFT IAW their profiles.

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D. SERVICE OBLIGATION. Active component officers incur a one-year service obligation IAW AR 350-1 and AR 135-200. The service obligation for the ARNG is IAW NGR 350-1, and for the USAR, AR 135-200.

III. PURPOSES OF EXAMINATIONS. All course requirements are pass/fail, to include comprehensive examinations. The purposes of the examinations include the following.

- A. To monitor your progress in meeting course objectives.
- B. To provide feedback on academic progress or achievement.
- C. To support decisions for counseling, academic or nonacademic probation, and relief procedures.
- D. To provide the course director with an evaluation tool to determine the effectiveness of instruction and instructional materials as part of continuous course assessment and quality improvement.

IV. COURSE REQUIREMENTS.

A. Academic Standards.

1. Enrollees in Phase 1 are evaluated by the Non-resident Instruction Branch, Department of Academic Support.
2. During Phase 2 you are evaluated on your ability to achieve course standards. You must demonstrate mastery of course objectives by means of required student participation and product development, which are appraised on a pass/fail basis. To graduate, you must receive a pass from the Small Group Leader (SGL) on all written and oral requirements, practical exercises, and the subjective evaluation by the SGL. Small group instruction that incorporates interaction is implemented as an instructional tool to capitalize on the experiences and acquired expertise of the students. You may apply information gained through group interaction if the application is an individual interpretation of information learned. Use of information derived from any source, including group interaction, without individual interpretation and/or proper acknowledgment is considered plagiarism and may result in separation from the course and possible UCMJ action.
3. You must complete corps days. Overall satisfactory performance is evaluated on a pass/fail basis.

## B. Nonacademic Standards.

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1. Standards of Conduct. You must adhere to Army standards of conduct IAW AMEDDC&S Reg. 351-12. A copy is available for review in the Deputy Course Director's office. Although not all inclusive, reasons for relief/recycle are listed in the Appendix.

### 2. Physical Fitness.

a. You must meet height and weight standards as defined in AR 600-9.

b. You must also pass a record Army Physical Fitness Test (APFT). If you are IMS status or pregnant, you are excluded from this requirement. The initial APFT is administered during the first week of training. One make-up/retest will be scheduled for students who fail or miss the APFT because of authorized absence.

c. If you fail the record APFT, you have not achieved course standards. In this case, your Academic Evaluation Report (AER) will be so noted, and you will not graduate.

3. It is mandatory that you attend all classes in order to assimilate information.

## V. POLICIES/PROCEDURES.

A. Examination Types/Procedures. You must pass three comprehensive written examinations during Phase 2 (the English Diagnostic Test, Phase 1 Content, and Combined Arms Warfare/Combat Health Support). Initial examination failure results in relearning the appropriate content and receiving a passing grade prior to course end.

### B. Reteach/retest.

1. Additional training is available whenever a student or instructor feels the need exists and after failure to complete an academic course requirement. The training will be conducted at the most opportune time that does not interfere with other scheduled training or administrative events. Coordinate with your SGL and the teaching branch/instructor responsible for the subject in question to request the training.

2. You may redo written and oral requirements until a pass is achieved, with the exception of the Battle Analysis Paper. There is only one opportunity to rewrite this assignment satisfactorily. Resubmitted Battle Analysis Papers are not considered for the Letterman Memorial History Award. You must coordinate with the SGL for the completion and turn in of assignments that must be redone. There are no redos for plagiarism.

3. Reworked assignments must be accomplished prior to course end.

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C. Student Counseling. Counseling requirements are IAW AMEDDC&S Reg 351-18. At minimum, you will be counseled at midterm and before graduation. You will also be counseled by your SGL for failing written or oral requirements and advised of possible recommendations for relief, if the standards of performance delineated in this document are not achieved.

D. Grading. All course requirements are graded on a pass/fail basis. A score of 70% or above per examination constitutes a pass.

E. Probation.

1. Purpose of Probation. Probation serves to help you to identify performance problems and the potential consequences should improvement not occur.

2. Nonacademic Probation. Personal behaviors of such a nature that they interfere with the conduct of class, fail to meet the prescribed standards of conduct, or constitute a habitual disciplinary problem as defined in AMEDDC&S Reg. 351-12 and this SEP are grounds for probation.

3. Academic Probation. The SGL may recommend academic probation when warranted by lack of participation in class activities or lack of achieving standards for oral/written requirements. The student will be notified by the SGL of the academic probation in writing and will be required to sign a counseling statement.

F. Student Relief/Recycle.

1. Relief actions are in accordance with AMEDDC&S Reg. 351-12. A copy is available for your review in the Deputy Course Director's office. The SGL recommends relief from the course; the Course Director approves/disapproves the recommendation, and the Dean, Academy of Health Sciences manages appeals. The decision to recommend relief or recycle is based on the demonstrated lack of potential for successful course completion and the inability to perform effectively within your Area of Concentration (AOC). (See Appendix).

2. Substandard performance in areas listed below may result in a marginal AER, but in themselves are not grounds for relief.

- a. Completion of homework to include read-ahead assignments.

b. Participation in the Company, Battalion, Brigade, Healthcare Operations in a Fixed Facility (HOFF), Stability and Sustainment Operations (SASO), and Corps Practical Exercises.

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VI. SPECIAL RECOGNITION FOR STUDENTS. There is no rank ordering of students in this course. The following are guidelines for awards.

A. Each SGL submits the best Battle Analysis Paper and associated briefing from his or her group to the Department of Healthcare Operations Historian, who selects two papers for final competition. The AMEDDC&S Historian determines the finalist, who receives the Letterman Memorial History Award.

B. If your score is 290 points or higher on the record APFT, you will be recognized with the Army Physical Fitness Award and a comment indicating exemplary physical fitness will be entered in Block 16 of your AER, DA Form 1059. (See IX, D.1).

VII. ELIGIBILITY FOR DIPLOMAS. In order to graduate, you must meet all course requirements as defined in this Student Evaluation Plan. Upon graduation, a diploma will be issued.

VIII. PROCEDURES FOR ARMY STUDENTS TO OBTAIN DOCUMENTATION OF ACADEMIC COMPLETION.

A. The American Council on Education (ACE) evaluates all resident and nonresident AHS courses in terms of academic credit. AR 621-5 provides for soldiers to receive transcripts documenting their military training and experience, along with the recommended college credit. Soldiers seeking academic recognition for AHS courses will furnish documents specified in the ACE Guide to the civilian school(s) from which they want credit IAW AR 621-5. Civilian schools decide on acceptance of ACE credit recommendations and hours to be credited. Army Education Center personnel assist soldiers in obtaining recognition from civilian schools. The Center has information on the Defense Activity for Non-Traditional Education Support (DANTES) Service member Opportunity College (SOC), a consortium of national higher education associations. The SOC functions in cooperation with DANTES, the military services, the National Guard Bureau, and the Coast Guard to help meet voluntary higher education needs.

B. Unit Education Services Officers will assist officers in preparing DD Form 295, Application for the Evaluation of Learning Experiences During Military Services.

C. Transcripts will be issued by the Army American Registry Transcript System, Fort Leavenworth, Kansas to students who have graduated from scheduled courses.

IX. ACADEMIC EVALUATION REPORTS IAW AR 623-1. An AER is provided for each student completing the OAC. The AER states, “Met Course Standards” or “Failed to Meet Course Standards;” for a pregnant servicewoman, it will indicate that the soldier is a non-graduate because of failure to meet physical fitness standards. Upon completion of all academic requirements and

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return to home station, the pregnant soldier will be allowed to take the APFT upon clearance from postnatal care. A record of the APFT, signed by the first Colonel in the chain of command, will be forwarded through the Commandant, AHS to the Department of Academic Support, Training Management Branch, ATTN: ATRRS, for issuance of a completed evaluation report.

A. Block 13, Performance Summary. Guidelines for annotation of blocks contained in the performance summary are provided below.

1. Block 13b - Achieved Course Standards. Course standards are achieved if you attain at least 70% of the cumulative academic points from the Phase 1 and achieve standards in all areas listed in paragraph IV.

2. Block 13d - Failed To Achieve Course Standards. This block is annotated if you fail to achieve course standards in any area listed in para IV, or are released/removed from the course for substandard academic/non-academic performance.

B. Block 14 - Demonstrated Abilities. This block is based on input forwarded to the Course Director from SGLs and recommendations from the teaching branches.

1. Block 14a - Written Communication. Written communication skills are evaluated by the SGL and, as required, by the writing instructor.

2. Block 14b - Oral Communication. The SGL evaluates oral communication skills.

3. Block 14c - Leadership Skills. Students are continuously evaluated throughout the course on leadership skills. You will receive a superior rating only if you have demonstrated consistent outstanding leadership based upon input from the SGL, faculty members, or peers. Examples of demonstrated superior leadership include, but are not limited to, outstanding performance in student chain of command/leadership positions and volunteer committees.

4. Block 14d - Contribution to Group Work. Group work is evaluated by the SGL based on a student's performance during practical exercises, committees, and the Medical Unit Staffs In Operation (MUSIO) Practical Exercise.

5. Block 14e - Evaluation of Students' Research Ability. Research ability may be evaluated by the corps-specific training facilitator based on research projects assigned during the corps-specific training. Otherwise, this block will be marked "Not Evaluated."

C. Block 15 - Academic Potential. The "yes" block is marked if you achieve course standards. Otherwise, the "no" block is marked.

D. Block 16 - Comments.

1. Block 16 comments address a student's demonstrated capabilities, potential, or limitations to include achievements and awards. Supporting comments for exemplary or derogatory ratings entered in blocks 13 and 14 are included as required. Height and weight data and APFT entries are mandatory.

2. The Course Director and the SGL may provide other appropriate comments.

X. APPENDIX. Additional information on relief/recycle is provided in the Appendix.



## **APPENDIX**

### **REASONS FOR RELIEF/RECYCLE**

1. Academic Reasons: Failure to demonstrate minimum training competencies as prescribed in this Student Evaluation Plan approved by the Dean.

2. Nonacademic Reasons: You may be relieved from the course for either administrative reasons or personal misconduct whether the action(s) occur on/off post or on/off duty. No formal adjudication of guilt by a military or civilian court or by a Commander under the provisions of Article 15, Uniform Code of Military Justice (UCMJ), is needed to support a recommendation for dismissal. Conversely, the imposition of judicial or nonjudicial punishment under the provisions of the UCMJ is not necessarily grounds for dismissal. Each case must be considered individually and decided on its own merits. Dismissal for personal misconduct must be supported by substantial evidence. Examples which may justify nonacademic relief include, but are not limited to:

A. Failure to demonstrate dependability and conscientiousness in fulfilling obligations as a student and a soldier.

B. Failure to maintain established standards of appearance, physical fitness, or weight control.

C. Cheating.

D. Plagiarizing.

E. Repetitive disruptive behavior which interferes with the opportunity of other students to learn.

F. Displaying physical or psychiatric disability or prolonged absence due to illness or injury.

G. Compassionate reasons when continued attendance in the course imposes a serious hardship on

the family or when prolonged absence for personal reasons prevents the student from attending a critical portion of the course.

H. Incarceration.

I. Alcohol/drug abuse.

J. Recall of Reserve Component student by the controlling agency/unit.

K. Pending administrative separation.

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L. Failure to obtain a favorable National Agency Check and/or involvement in disqualifying security violations.

M. AWOL to include unexcused class absences.

N. Death.

O. Voluntary Relief. An officer student can request voluntary relief from a course. The Dean may accept such a request in lieu of a Faculty Board to avoid student embarrassment and unnecessary administrative delay. Additional reasons will be considered by the Dean on a case-by-case basis.

